



SPD 2800.4 Basic
February 2012

National Aeronautics and
Space Administration

John C. Stennis Space Center
Stennis Space Center, MS 39529-6000

COMPLIANCE IS MANDATORY

John C. Stennis Space Center Policy Directive Information Technology Project Management

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	<i>Number</i>	<i>Rev</i>
	Effective Date:	February 8, 2012
	Expiration Date:	February 8, 2017
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Responsible Office: RA40/Office of Chief Information Officer		
SUBJECT: IT Project Management		

Document History Log

Status/Change/ Revision	Change Date	Originator/Phone	Description
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1. POLICY

- a. This document provides the statement of policy and responsibility applied to National Aeronautics and Space Administration (NASA) John C. Stennis Space Center (SSC), for the management of IT projects, under the authority of the Center Chief Information Officer (CIO) as defined in NASA Policy Directive (NPD) 2800.1, *Managing Information Technology*, and subject to NASA Procedural Requirement (NID) 7120.99, *NASA Information Technology and Institutional Infrastructure Program and Project Management Requirements*, and including Information Technology (IT) projects that do not meet the threshold criteria as defined in NID 7120.99.
- b. It is SSC's policy that the SSC CIO will appoint an IT Project Management Officer (PMO) within the Office of the CIO (OCIO) to lead execution of and provisioning of SSC OCIO's IT project management services.
- c. It is SSC's policy that IT investments and projects that do not meet the threshold criteria for value and scope defined in NID 7120.99, will follow procedures that reflect NID 7120.99 in accordance with required procedures approved by the SSC CIO and maintained by the SSC IT PMO.
- d. It is SSC's policy that the SSC OCIO will develop a ranking method and supporting processes for the selection of IT investments and IT projects to be a measure of priority that reflect SSC's core business values and strategic objectives. This method will be applied to enable decisions on:
 - IT investments and IT projects that require IT governance oversight,
 - Budget selection processes, and
 - IT projects to receive escalated project management support services by the IT PMO.
- e. It is SSC's policy that top ranked IT investments and projects will be required to have all applicable lifecycle reviews conducted by the SSC IT Projects & Services Management Board, (IT PSMB) chartered under SBCC-1150-0012.
- f. It is SSC's policy that the Decision Authority (DA) or designee and the project manager will jointly develop the ground rules for each review of all IT projects.
- g. It is SSC's policy that all SSC IT project management processes and services managed under the authority of the SSC CIO will be prepared and/or revised to be in compliance with this directive.

2. APPLICABILITY

- a. This policy directive is applicable to NASA SSC. This language also applies to NASA SSC contractors, grant recipients or parties to agreements only to the extent specified or referenced in the appropriate contracts, grants or agreements.

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- b. This directive is applicable to all NASA SSC IT investments and projects, under the authority of the SSC CIO. For existing IT projects, the requirements of this directive are applicable to the current phase and to the phases yet to be completed as determined by the cognizant DA.
- c. This directive will not be applicable to highly specialized IT projects and investments, as defined in NID 7120.99, *NASA Information Technology and Institutional Infrastructure Program and Project Management*.

3. AUTHORITY

National Aeronautics and Space Act of 1958, as amended.

NASA Policy Directive (NPD) 2800.1, *Managing Information Technology*

NASA Policy Directive (NPD) 7120.4D, *NASA Engineering and Program/Project Management Policy*

NASA Procedural Requirement (NPR) 7120.5, *NASA Program and Project Management Processes and Requirements*

NASA Procedural Requirement (NID) 7120.99, *NASA Information Technology and Institutional Infrastructure Program and Project Management Requirements*

Stennis Policy Directive (SPD) 2800.1, *Provision of Institutionally Funded IT Resources and Services*

Stennis Policy Directive (SPD) 1107.1, *SSC Organization Mission and Responsibilities*

4. APPLICABLE DOCUMENTS

All citations are assumed to be the latest version unless otherwise specified.

- a. NPR 2800.1 Managing Information Technology
- b. SBCC-1150-0012 NASA John C. Stennis Space Center Information Technology Projects & Services Management Board Charter
- c. SBCC-1150-0005 CIO Executive Board (CIOEB) Charter

5. RESPONSIBILITY

- a. The SSC CIO is responsible for establishing policies, standards, best practices, and guidance in the area of IT Project Management described under this policy directive. The SSC CIO

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shall coordinate efforts to maximize the commonality, clarity and effectiveness of SSC IT Project Management practices.

- b. The SSC CIO serves as the DA over all SSC IT projects and IT project management services and related supporting processes with the responsibility as described in NPD 2800.1, *Managing Information Technology*.
- c. The SSC CIO is responsible for ensuring that Center-wide IT governance oversight of IT investments and projects is enabled and executed through SSC's chartered SBCC-1150-0005, CIO Executive Board, and SBCC-1150-0012, Information Technology Projects & Services Management Board.
- d. The SSC IT PMO is responsible for all IT project management services, resources and processes provisioned to the NASA SSC community.
- e. The SSC IT PMO is responsible for providing IT project management expertise and Agency-supported best practices reflected within NPR 7120.7 in servicing the NASA SSC community.
- f. The SSC IT PMO with SSC's Deputy CIO as Chair of the IT PSMB, are jointly responsible for ensuring SSC's top-ranked IT investment and IT project lifecycle reviews are appropriately scheduled and conducted by SSC's IT PSMB.
- g. The SSC IT Project Managers and IT Project Leads will be responsible for coordinating and monitoring compliance with this directive.

6. MEASUREMENT/VALIDATION

Compliance with the policy contained in this document will be verified through audits, observations and/or self assessments by the SSC OCIO.

7. CANCELLATION

NONE



Patrick E. Scheuermann
Director

Attachments: None

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